

Community Needs Assessment Workgroup Notes  
October 23, 2006

Representatives from the Partnership for a Healthier Carroll County delivered a presentation about their experiences in conducting community health surveys. Comments from those present:

- Besides the slides in which they tried to cover all the points we had sent them, a few other key points were:
- They will send us the questions they used in their survey for samples/examples.
- Focus groups cannot be used to gather statistically valid data. It is supportive but not valid.
- Make sure we have in the contract that the data belongs to us and not the vendor.
- Be sure we contract that the data must be in an electronic format.
- Interview the vendors.
- Review their work as we go along.
- All graphs should have source of data, time, numbers or percents identified on the graph.
- If the contract goes to a University, make sure we know if and how much of the work will be done by students.
- Although recommendations should come from the group, the contractor should work through one person so they do not get mixed conflicting advice.
- They used existing data sources only. So the level of data reflects those sources - national and state survey samples.